



OFFICE OF PROCUREMENT SERVICES  
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**ADDENDUM NO. 1**  
**August 29, 2014**  
**RFP No. 14-0033**  
**Actuary Study**  
**Of the County's Self-Insured Property,**  
**General Liability and Workers' Compensation Insurance Program**

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

The purpose of this addendum is to add and clarify the following items:

1. Who is the incumbent actuary?  
[AMI Risk Consultants, Inc.](#)
2. Is the County satisfied with the incumbent's work product?  
[Yes](#)
3. Why is the County going out to bid for actuarial services?  
[The current contract terms and renewals are set to expire.](#)
4. Provide a copy of the prior actuarial report(s)?  
[Copy attached.](#)

Firm Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_

5. What were the fees for the prior actuarial report?  
Refer to the current contract on the Procurement website at  
[http://www.lakecountyfl.gov/departments/fiscal\\_and\\_administrative\\_services/procurement\\_services/term\\_and\\_sapply.aspx](http://www.lakecountyfl.gov/departments/fiscal_and_administrative_services/procurement_services/term_and_sapply.aspx)
6. Provide the names of the last 3 actuarial firms that provided the work and how long each of them provided the services.  
The current vendor has been the vendor since 2006.
7. What were the annual fees charged for each year for the work required?  
Refer to the current contract on the Procurement Website at  
[http://www.lakecountyfl.gov/departments/fiscal\\_and\\_administrative\\_services/procurement\\_services/term\\_and\\_sapply.aspx](http://www.lakecountyfl.gov/departments/fiscal_and_administrative_services/procurement_services/term_and_sapply.aspx)
8. Was the work required in prior years similar to that described in the current RFP?  
Yes
9. Provide a copy of the last successful proposer?
10. Provide scoring from the previous RFP?
11. Provide the point distributions used to weight the various selection criteria used in determining the winning bidder?  
We do not use points.
12. What data are available for the requested analysis and describe briefly the types of loss runs, number of years of data, loss development triangles, underwriting or exposure information that is available.  
Refer to attached report.
13. Are there loss triangles, loss summaries, or summary statistical information that will assist in pricing the number of hours required to do the work described in the RFP?  
Refer to attached report.
14. What documentation would be acceptable proof to show ability to practice in the state of Florida?  
List your actuarial affiliations.

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